

Policy on Scheduling Private Lessons

This policy is set into place to help everyone understand the procedure for reserving a time slot for a private lesson with Duey Evans. There is a hierarchy as to who gets which times. Players falling into the top 2 categories can book at any time, but Duey will begin opening up his schedule to clients not in those categories 48 hours prior to any given day.

Category 1: Existing MCTA students who have a regularly scheduled time. This means these players have booked a weekly time slot(s) for privates. In order to hold that time slot, the player's parents are responsible for paying for that weekly time slot whether a lesson is held or not. The only exception is when the student is playing in an approved tournament, such as a major zone. Failure to do so will cause immediate forfeiture of the time slot and removal from this category.

Category 2: Current clients who remain continuously enrolled in a Midcourt Tennis Academy group instructional program, but don't have a permanent time slot. These clients can book lessons in advance at the \$80/hour rate, subject to the cancellation policy in place at that time. Payment is due at time of lesson.

Category 3: Players neither enrolled in a Midcourt Tennis Academy Program, nor with an existing permanent time slot. These players may book lessons two days in advance at the rate of \$100 per hour. These lessons must be prepaid by cash/check/visa/mastercard (credit cards are subject to a 3% transaction fee).

**Because Duey is a single parent with joint custody of his children, there will be times he will need to reschedule or cancel permanent time-slot lessons. He will make every effort to provide a minimum of 72 hours notice should he need to do this.*